



Permit No. \_\_\_\_\_

City of Rosenberg  
**COMMERCIAL BUILDING PERMIT APPLICATION**

2220 4<sup>th</sup> Street, Rosenberg, Texas 77471

Telephone: 832-595-3500 Fax: 832-595-3501 [www.ci.rosenberg.tx.us](http://www.ci.rosenberg.tx.us)

Inspection Request Line: 832-595-3401 - Before 5:30 pm will be next business day, after 5:30 pm will be two business days

**Project Address:** \_\_\_\_\_

Project Name: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

Subdivision: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Approved Plat: ☐ Yes ☐ No

Property Owner(s): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Type of Work:**

- |   |   |
|---|---|
| <input type="checkbox"/> New Commercial Building                        | <input type="checkbox"/> Commercial Remodel – Interior/Exterior                     |
| <input type="checkbox"/> Commercial Addition                            | <input type="checkbox"/> Commercial Build-Out                                       |
| <input type="checkbox"/> Sidewalk/Flatwork                              | <input type="checkbox"/> Driveway/Parking Lot                                       |
| <input type="checkbox"/> Demolition ( <b>Asbestos Survey Required</b> ) | <input type="checkbox"/> Re-Roof ( <b>Are you removing/replacing any decking?</b> ) |
| <input type="checkbox"/> Fencing (over 7 ft. in height)                 | <input type="checkbox"/> Yes <input type="checkbox"/> No                            |
|   | <input type="checkbox"/> Other _____  |

**Meter:**

For new/change meter(s), impact fees will apply. See fee schedule attached for impact fees. Additional tap fees may apply.

Please indicate the following:

No. of new or changed meters: \_\_\_\_\_

Type: Domestic ☐ Irrigation ☐ Size: \_\_\_\_\_

Type: Domestic ☐ Irrigation ☐ Size: \_\_\_\_\_

Description of Work: \_\_\_\_\_

Valuation of Project: \$ \_\_\_\_\_

**Contractor Information\*:**

**\* Must be registered with the City of Rosenberg**

Company Name: \_\_\_\_\_

Primary Contact(s): \_\_\_\_\_ E-mail: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

Office Phone #: \_\_\_\_\_ Fax#: \_\_\_\_\_ Cell#: \_\_\_\_\_

**As required for Public or Commercial building by Senate Bill 509 (Effective January 1, 2002)**

Was an asbestos survey performed in accordance with Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards for Hazardous Air Pollutants (NESHAP)? ☐ Yes

Date of Survey: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ TDH Inspector License No. \_\_\_\_\_ Copy Attached? ☐ Yes ☐ No

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**New Commercial Project Checklist**

Yes No

- ☐ ☐ Have three (3) sets of construction plans (including civils) been submitted? The City of Rosenberg has adopted 2012 International Building Code and 2011 National Electrical Code. All building construction plans should adhere to these building codes.
- ☐ ☐ Has this lot/site been platted?
- ☐ ☐ Has a site plan been provided?
- ☐ ☐ Has a signed and stamped survey been submitted?
- ☐ ☐ Has a plumbing riser diagram been submitted?
- ☐ ☐ Has a foundation plan been submitted?
- ☐ ☐ Have framing plans been submitted?
- ☐ ☐ Has an electrical layout and load analysis been submitted?
- ☐ ☐ Has an HVAC layout been provided?
- ☐ ☐ Has an Energy Code compliance report been provided?
- ☐ ☐ If this is a driveway project, has TXDOT approval been received?
- ☐ ☐ Has a drainage plan been submitted?

**SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING, AND MECHANICAL.  
APPROVED PERMIT BECOMES VOID IF THE WORK OR CONSTRUCTION AUTHORIZED BY THIS PERMIT  
HAS NOT COMMENCED WITHIN 180 DAYS.**

**General Information:**

- Permits will only be issued for lots on approved subdivision plat, on file with the Planning Department.
- The City of Rosenberg collects water and wastewater impact fees.
- Have your structure designed to meet 110 MPH-3 second gust wind speed.
- Approved plans must be available on site for the Building Inspectors to view when necessary.
- Address must be visible from the street.
- Plan check fees are due upon submittal of information. All other applicable fees for building and impact fees are payable upon final approval of the building permit.

I hereby certify I have read and examined this document and know the same to be true and correct. All provisions of law and ordinances governing this type of work will be complied with whether specified herein or not. I further understand that plans submitted for approval will be subjected to a comprehensive check against municipal ordinance and building code. Any set of plans that must be returned for modifications or corrections in order to come into compliance with ordinance or code will be subject to rechecking in order of submittal. **Under no circumstances will paid fees be refunded or transferred. Applications and plans will be held for 180 days. After 180 days this application and plans will be voided and disposed of unless a valid building permit is issued.**

\_\_\_\_\_  
Signature of Owner or Authorized Agent

\_\_\_\_\_  
Date

**FOR OFFICE USE ONLY**

**PLAN CHECK FEE:**

**IMPACT FEE:**

**PERMIT FEE:**

**APPROVED BY:**